

# Jordan Lee

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## Jordan Lee

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123.456.7890

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## Skills

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**Programming:** Python     **Linux:** Terminal Operations

**Tools & Libraries:** Jupyter Notebooks, Pandas

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## Experience

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### City Solutions / Technical Support Intern

April 2024 - September 2024

- Assisted in the setup of software applications and performed troubleshooting tasks for users.
- Monitored system performance and reported issues under supervision.
- Wrote simple Python scripts to automate basic tasks such as file organization and report generation.

### BrightTech Marketing / IT Intern

May 2023 - September 2023, Atlanta GA

- Assisted in maintaining company-wide network systems and troubleshooting technical issues.
- Provided support for software installations and hardware problem-solving.

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## Education

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### Northeastern University / Computer Science and Finance

September 2023 - Present

Relevant Coursework: Introduction to Programming, Python Basics, Software Testing, Data Structures

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## Projects

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### Simple Python Automation Script -

Developed a Python script to automate file backups for a small team of students.

### Basic Data Validation Program -

Wrote a Python program to check for missing or duplicate entries in a CSV file.

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## Interests

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Software Development, Quality Assurance, Data Analysis